

Stafford County Utilities Commission
Meeting Minutes
September 11, 2012

I. Call to order

Chairman Bill Tignor called to order the regular meeting of the Utilities Commission at the Utilities Administration Conference Room on September 11, 2012.

II. Roll call

The following members were present: Joyce Arndt, David Bohmke, Paul Gohmann, and Bill Tignor. Harry Critzer, Janet Spencer, Bryon Counsell and Deidre Jett were present for the Utilities Department.

III. Public Presentations

There were no public presentations.

IV. Approval of minutes

The August 14, 2012 minutes were approved as written.

V. Commission Members' Comments

Mr. Tignor welcomed new member Paul Gohmann and expressed condolences to Joyce Arndt. Mr. Gohmann provided an overview of his background.

VI. Director's Report

Mr. Critzer reported the following items:

- Proposals for the Cost of Services/Rate Study will be received on Thursday, September 13th.
- Little Falls Run (LFR) Wastewater Treatment Facility received a Platinum Award from NACWA. In order to receive the award, the facility had to maintain 5 consecutive years of no discharge permit violations. The Board of Supervisors (BOS) will present the award to LFR staff at a future BOS meeting.
- Historic reservoir levels were presented to compare the current reservoir levels to prior year's reservoir levels.

Mr. Critzer requested the Falls Run Interceptor Replacement project be added to the New Business section of the agenda.

VII. New Business

Public Hearing to Consider Easements to be Granted to Dominion Virginia Power as Part of the Rocky Pen Run Reservoir Project

Mr. Counsell reported that a public hearing is scheduled to be held at the Sept. 18th BOS meeting to authorize the County Administrator to convey three easements to Dominion Virginia Power for the Rocky Pen Run Reservoir project. One easement is along Cool Well Court located in Stafford Lakes Village. The other two easements are for a three-phase infrastructure to the Rappahannock River Intake Pump Station.

Mr. Bohmke made a motion to recommend approval of R12-197, R12-198 and R12-199, which would authorize the County Administrator to convey easements to Dominion Virginia Power. The motion was seconded by Mr. Gohmann and passed with a 4-0 vote.

Award a Contract for Rocky Pen Run Reservoir Clearing

Mr. Counsell reported that the clearing for the Rocky Pen Run was offered for public bid and three bids were received. J. L. Kent & Sons, Inc. was the lowest bidder in the amount of \$1,199,348.

Mr. Tignor made a motion to recommend approval of R12-208, which would authorize the County Administrator to award a contract to J. L. Kent & Sons, Inc. for Rocky Pen Run Reservoir Clearing. The motion was seconded by Ms. Arndt and passed with a 4-0 vote.

VDOT Agreement Governing the Relocation of Water & Sewer Utilities in Staffordboro Commuter Parking Lot

Mr. Critzer reported VDOT will be expanding the commuter parking lot. The water and sewer utilities are in conflict with the proposed construction. There is no cost to the county for the work. VDOT requires the County enter into an agreement for VDOT to perform the work.

Mr. Bohmke inquired about service being interrupted during the construction. Mr. Critzer responded Utilities can dictate to VDOT that construction is completed at night to avoid interruption of service.

Mr. Bohmke made a motion to recommend approval of R12-290, which would authorize the County Administrator to execute an agreement with VDOT governing relocation of water and sewer utilities in Staffordboro Commuter Parking Lot. The motion was seconded by Mr. Gohmann and passed with a 4-0 vote.

Cost of Rocky Pen Run Projects

Mr. Critzer provided an overview of cost estimates that have been presented to the Board of Supervisors since 1992.

Falls Run Sewer Interceptor Replacement Project

Mr. Critzer reported that eight bids were received for the project. The project includes a grinder system and an odor control system at the Falls Run Pump Station. W. C. Spratt was the lowest bidder in the amount of \$6,262,637. Funds are available in the CIP budget.

Mr. Bohmke asked how much was budgeted in the CIP for the project. Mr. Critzer responded \$7.5M was budgeted for the interceptor and the odor control system. About \$700,000 has been spent on engineering services, leaving about \$6.8M to spend.

Mr. Tignor asked how long the project would last. Ms. Jett responded the project would last approximately 480 days.

Mr. Bohmke made a motion to recommend approval to authorize the County Administrator to award a contract to W. C. Spratt for the Falls Run Sewer Interceptor, Phase 1 Replacement Project. The motion was seconded by Mr. Tignor and passed with a 4-0 vote.

Odor Control Chemical for Pump Stations

The following item was an add-on to the agenda.

Ms. Spencer reported that the contract to Univar for odor control chemicals was up for renewal. The amount of the contract is for \$434,000 and will be used for 13 pump stations.

Ms. Arndt made a motion to recommend approval to authorize the County Administrator to award a contract to Univar for the odor control chemicals for pump stations. The motion was seconded by Mr. Bohmke and passed with a 4-0 vote.

Old Business

Financial Overview of the Rocky Pen Run Reservoir Project

Ms. Jett reported that in August \$2.4M was spent on the dam and water treatment facility and almost the same amount has been disbursed.

Mr. Bohmke inquired if the engineering services of \$12.7M for the dam represent a savings because of difference in the \$11.3M expected total amount. Ms. Jett responded that the expected total amount does represent a savings. The current contracts have a remaining balance of \$2.83M and staff does expect to spend all of the remaining balance.


Tour of Facilities

Discussion ensued about tentative dates to schedule tours of the facilities. Mr. Bohmke recommended that supervisors for the Utilities Commission/BOS joint committee also be included for the tours. Staff will send an e-mail to determine tentative dates to schedule tours of the facilities.

VIII. Adjournment

Mr. Tignor adjourned the meeting at 7:55pm.

Minutes submitted by:


Joyce Arndt,
Recording Secretary